

## ABSTRACT

A system for composing a report, comprising:

- 5 data processing means for receiving and processing data;
- data input means for use by a user to input data for transmission to said data processing means;
- a visual display for displaying data by said data processing means;
- 10 wherein said data processing means is operable:
  - 1) to display data indicative of a plurality of sets of data or databases;
  - 2) to receive data from data input means indicative of a selection from said sets of data or  
15 databases;
  - 3) to respond to the receipt of said selection from said sets of data or databases by immediately displaying data indicative of categories of data contained in said selection from said sets of data or databases;
  - 20 4) to receive data from data input means indicative of a selection from said categories of said data;
  - 5) to respond to the receipt of said selection from said categories by immediately displaying data  
25 indicative of said selection of categories in the form of at least one control screen having, for each of said categories, a position menu for controlling a position in said report to be occupied by said respective category of data and a sorting menu for controlling a sorting priority  
30 to be assigned to said respective category of data;
- wherein said system is thereby controllable by said user to generate a report on the basis of a respective setting assigned to each of said respective position and to each of said respective sorting menus by  
35 said user.